

# **PUBLICATION AND DISTRBUTION OF THE WVEOP**

**July 1999  
And  
March 2000**

STATE OF WEST VIRGINIA  
DEPARTMENT OF MILITARY AFFAIRS  
AND PUBLIC SAFETY

CECIL H. UNDERWOOD  
GOVERNOR

OTIS G. COX, JR.  
CABINET SECRETARY



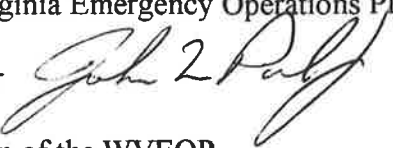
JOHN W. PACK, JR.  
DIRECTOR

**OFFICE OF EMERGENCY SERVICES**

Building 1, Room EB-80  
1900 Kanawha Blvd., E.  
Charleston, WV 25305-0380  
(304) 558-5380 FAX (304) 344-4538

July, 1999

TO: Recipients of the West Virginia Emergency Operations Plan (WVEOP)

FROM: John W. Pack, Jr., Director 

SUBJECT: Publication and distribution of the WVEOP

Attached is the newly published West Virginia Emergency Operations Plan (WVEOP) dated June, 1999. It replaces the previous document entitled the West Virginia Emergency/Disaster Plan dated April, 1986. The West Virginia Office of Emergency Services has the responsibility for implementation and revision of the plan.

The purpose of this plan is to ensure that West Virginia will be prepared to respond and recover from emergencies or disasters of all types. It establishes authorization and coordination procedures to better protect the lives and property of the people of this State.

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**DOCUMENT ISSUE**

**WEST VIRGINIA EMERGENCY OPERATIONS PLAN  
(WVEOP)**

INCLUDING:

**Basic Plan**

**Response Annexes**

**Preparedness Annexes**

**Recovery Without a Presidential Declaration Annexes**

**Recovery With a Presidential Declaration Annexes**

U.S. EPA Region III, Drinking Water Branch

(PLEASE PRINT YOUR AGENCY/ORGANIZATION NAME HERE)

RECEIVED BY:

Jason Gambatese

DATE:

3/7/00

WVEOP COPY NUMBER:

#268

(PLACE COPY # RECEIVED HERE)

(Please return this sheet to sender, Thank You!)  
(FAX# 304-344-4538)

**PUBLICATION AND DISTRBUTION OF  
THE WVEOP**

**Various**

**Memos**

**1976**

**And**

**Application info**



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
BUREAU FOR PUBLIC HEALTH  
OFFICE OF ENVIRONMENTAL HEALTH SERVICES

Joe Manchin III  
Governor

Martha Yeager Walker  
Secretary

## FAX TRANSMITTAL SHEET

Date: Nov. 29, 2006

Number of Pages: 2  
(including cover sheet)

SENDING TO: Wanda Johnson

Fax Number: 215-814-2318

FROM: Walter M. Ivey, P.E., Director  
Environmental Engineering Division  
Office of Environmental Health Services

Telephone: 304-558-6715  
Fax: 304-558-0289

Wanda - the page that we discussed on the  
Phone.  
Walt.

### CONFIDENTIALITY NOTICE:

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UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

WSG 4

Date Signed: October 29, 1976

MEMORANDUM

SUBJECT: Guidelines for Preparation and Review of  
State Emergency Plans

FROM: Alan Levin, Director (signed by Alan Levin)  
State Programs Division  
Office of Water Supply (WH-550)

TO: Regional Water Supply Representatives

Your comments on the initial draft of the above subject Guidance, received in response to our request dated May 5, 1976, have been reviewed and evaluated. As a result of your comments and suggestions, a number of changes have been made in the text.

Attached herewith is the final version of the Guidance for your information and use.

Attachment

## GUIDELINES FOR PREPARATION AND REVIEW OF THE STATE EMERGENCY PLAN

Section 1413 of the Safe Drinking Water Act provides for a State to have primary enforcement responsibility for public water systems if EPA determines that the State has satisfied 5 basic conditions specified in Section 1413. One of the conditions (Sec. 1413(a)(5)) requires that a State, "Has adopted and can implement an adequate plan for the provision of drinking water under emergency circumstances." A State is not required to have an individual plan for each public water system. All that is required is a State-wide plan for responding to emergencies. A State must submit to EPA, pursuant to 40 CFR 142.11(a)(5), a brief description of its plan. The adequacy of the plan should be determined on the basis of this submission.

This guidance is limited to those key elements of a State-wide plan that will permit a timely, effective response to problems. Within this general framework, it is suggested that the States be permitted maximum discretion in adopting and implementing a plan. Any requirements imposed on the States should be simple and relatively limited so that they can be readily and usefully attained. To be realistic, the State plan should have clear but limited objectives and should be periodically updated and tested.

The details of the plan outlined in the following should be left to the judgement of the State. These limited guidelines should not, however, preclude a State from developing a more extensive plan as time and resources permit. The vulnerability of water supply systems to a particular type of disaster will vary from State to State. For instance, some States are located in earthquake areas, others are located in areas subject to hurricanes. The details of any State plan will depend on local conditions and circumstances. The details of a State-wide plan should be developed within the framework of the following suggested elements.

### State Response

1. Communication - The plan should promote human awareness and a readiness to respond to disaster circumstances. It is essential to appoint a state disaster coordinator and to designate key water supply personnel for call under disaster circumstances. As for local plans, they will require telephone lists, periodic updating, and testing. Where possible, the plan should provide for the use of radio communications when telephones become inoperative.
2. Inventory - The State should maintain current inventories of all public water systems and emergency equipment available and should encourage water utilities to acquire and maintain standardized parts and equipment where economically feasible.

- a. The inventory of public water systems should be continually updated and periodically reviewed and revised. (40 CFR 142.10 (b)(1)).
- b. The State should maintain, to the extent possible, a rough inventory of all appropriate trucking and other equipment that might be made available to solve emergency water supply problems. Possible sources for this equipment would include the military, private firms, public works agencies, and civil defense agencies (a variety of water supply and other equipment is available for emergency use from depots maintained by the Defense Civil Preparedness Agency (DCPA) and others).
  - (1) Available treatment chemicals and emergency equipment including standby power sources and water pumps.
  - (2) Location of the equipment.
  - (3) The mechanism(s) required to obtain the needed equipment.

3. Local plans - The plan should stimulate local activity. The State should encourage local utilities to prepare their own disaster plans. It is important that specific planning for alternate sources be undertaken for the State's larger water utilities. As a practical matter, the State should have such plans on file for five to ten of the larger utilities. Systems serving the largest population at risk should be selected. For each area, alternate water systems should be assessed and selected for availability in the event the basic water system is incapacitated. Factors to be considered in the selection process would include accessibility for tank trucks, the capacity of filling facilities, and the proximity of the alternate system. In addition, the larger utilities should be encouraged to develop their own detailed emergency plans as soon as possible. Ultimately, all community water systems will be expected to adopt a local plan. For such detailed planning at the local level, the AWWA Manual No. M19, Emergency Planning for Water Utility Management, 1973, should prove useful.

4. Coordination - A number of Federal and State Agencies are involved in emergency planning. Many provide assistance unique to their Agency. Many provide assistance only in certain situations and under certain conditions. The Federal Disaster Assistance Administration (FDAA) maintains contact with each Governor's Office and provides financial assessment and assistance when the President designates a disaster area. The Defense Civil Preparedness Agency provides emergency equipment. The Corps of Engineers, U.S. Army, provides certain



types of assistance, primarily during floods. However, the Corps recently proposed regulations (33 CFR Part 214) to provide assistance to communities confronted with a source of contaminated drinking water that presents a threat to the health and welfare of the community. These regulations stem from legislation that was a consequence of the recent Duluth asbestos problem. States also have Civil Defense Agencies providing assistance during emergencies.

The various types of assistance provided by Federal and State Agencies can be a useful element in a State's plan to provide drinking water during emergencies. To effectively utilize this assistance, the State plan should provide for coordination with all the Agencies. The plan should specify the assistance available from each Agency. The State should also determine the conditions and circumstances under which the assistance will be provided and the mechanism that will be required to elicit the response.

5. Public Information - The State plan should include a public information program designed to inform the public on what they can expect and what they can do in the event of an emergency. Public information pamphlets and public service announcements via radio and TV should be utilized to promote public awareness.

### Local Response

Since one of the main State functions is to stimulate preparation of local emergency plans, it seems appropriate to give additional guidance on this subject.

The principal function of a utility plan should be to create a state of human awareness for response and to take steps to ensure water for human survival, if and when a disaster strikes. The AWWA manual No. M 19, should be useful to local utilities in developing their individual plans. Some of the key elements of an adequate local plan are similar to those recommended for the State-wide plan.

1. Communication - Appoint a disaster coordinator and designate a limited number of key operational personnel for call under disaster circumstances. This will require home and office telephone lists. Although it is recognized that such lists are usually out-of-date, they can be useful. Awareness of emergency responsibility can be enhanced by trial activations. Authorities to authorize expenditures during emergencies should be clearly set forth.

2. Alternate Sources - Assess and select alternate water systems that could be made available if the basic water system is incapacitated. Factors to be considered in the selection process would include accessibility for tank trucks, the capacity of filling facilities, and the location of the alternate facility. The assessment should include municipal, private, and other sources for trucks that could carry drinking water

under emergency circumstances. Informal relationships with appropriate sources should be established. Breweries, milk plants, city public works departments, and the U.S. military and National Guard have been sources of water trucks in past emergencies. Formal or informal mutual-aid arrangements should be established with nearby utilities, particularly those selected as alternate systems. Necessary emergency procedures, such as a tank truck disinfection and protection and disinfection of trucked water, should be in writing and readily available.

3. Inventory - The inventory of emergency equipment maintained by the State should provide the basis for each utility to develop a more detailed inventory of equipment that can be made available to that particular utility.

# **Application info**

APPLICANT: The upper half of this card will be used to acknowledge receipt of your application/proposal. The lower half will be the source of data for computer entry. Complete all entries (except as indicated) including your address on reverse. DO NOT SEPARATE. RETURN ENTIRE CARD WITH YOUR APPLICATION/PROPOSAL.

TITLE OF PROPOSED PROJECT

State Public Water System  
Supervision Program

FOR STATUS INFORMATION CONCERNING YOUR APPLICATION / PROPOSAL  
CONTACT THE GRANTS INFORMATION BRANCH, GRANTS ADMINISTRATION  
DIVISION, EPA, WASHINGTON, D.C. 20406, PHONE 202-755-2830

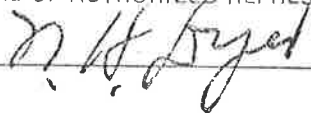
| FOR EPA USE ONLY   | SUBMITTED BY  |
|--------------------|---|
| GRANT/PROJECT NO.* | N.H. Dyer, M.D., M.P.H.   |
| DATE RECEIVED      | State Director of Health<br>1800 Washington Street, East<br>Charleston, West Virginia 25305 |

\*NOTE: A control number has been assigned which MUST be used for ALL future reference to your application/proposal.

EPA Form 5700-8 (Rev. 6-72)

GRANT APPLICATION/PROPOSAL RECEIPT

|  |  |
|--|--|
| PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR (Last, first, M.I.)<br>McCall, Robert G.   | FOR EPA USE ONLY   |
| NAME AND ADDRESS OF APPLICANT (Include city, county, state, ZIP code and congressional district)<br>N.H. Dyer, M.D., M.P.H.<br>Director<br>West Virginia Department of Health<br>1800 Washington Street, East<br>Charleston, West Virginia 25305<br><br>Kanawha County<br>First Congressional District | PA GRANT/PROJECT NO.<br><br>PE DATE RECEIVED<br><br>TYPE (Check one)<br><input type="checkbox"/> NEW <input type="checkbox"/> CONTINUATION OF:<br><br>(Current Grant No.)<br><br>EPA SHARE REQUESTED<br>FOR THIS BUDGET PERIOD |
| TITLE OF PROPOSED PROJECT<br><br>State Public Water System<br>Supervision Program  |  |

| APPLICATION FOR FEDERAL ASSISTANCE<br>(Nonconstruction Programs)  |  | 1. State Clearinghouse Identifier   |                           |
|---|--|---|---------------------------|
| PART I  |  | 2. Applicant's Application No.  |                           |
| 3. Federal Grantor Agency<br><u>Regional Administrator</u><br><u>Organizational Unit</u><br><u>United States Environmental Protection</u><br><u>Agency - Region III</u><br><u>Administrative Office</u><br><u>6th. &amp; Walnut Streets</u><br><u>Street Address - P.O. Box</u><br><u>Philadelphia, Pa. 19106</u><br>City State Zip Code  |  | 4. Applicant Name<br><u>West Virginia Department of Health</u><br><u>Department Division</u><br><u>1800 Washington Street, East</u><br><u>Street Address - P.O. Box</u><br><u>Charleston, Kanawha</u><br><u>City County</u><br><u>West Virginia 25305</u><br>State Zip Code |                           |
| 5. Descriptive Name of the Project<br><u>State Public Water System Supervision Program</u>  |  |   |                           |
| 6. Federal Catalog No.<br><u>66.432</u>   |  | 7. Federal Funding Requested<br><u>\$ 86,300.00</u>   |                           |
| 8. Grantee Type<br><u>X</u> State, _____ County, _____ City, _____ Other (Specify)  |  |   |                           |
| 9. Type of Application or Request<br><u>X</u> New Grant, _____ Continuation, _____ Supplement, _____ Other Changes (Specify)  |  |   |                           |
| 10. Type of Assistance<br><u>X</u> Grant, _____ Loan, _____ Other (Specify)   |  |   |                           |
| 11. Population Directly Benefiting from the Project<br><u>1,744,237 (1970 Census)</u>   |  | 13. Length of Project<br><u>4.5 months</u>  |                           |
| 12. Congressional District<br>a. <u>First</u><br>b. <u>State Wide</u>   |  | 14. Beginning Date<br><u>May 15, 1976</u>   |                           |
|   |  | 15. Date of Application<br><u>3-22-75</u>   |                           |
| 16. The applicant certifies that to the best of his knowledge and belief the data in this application are true and correct, and that he will comply with the attached assurances if he receives the grant. The applicant agrees that if a grant is awarded on the basis of the application or any revision or amendment thereof, he will comply with all applicable statutory provisions and with the applicable terms, conditions and procedures of the Environmental Protection Agency grant regulations (40 CFR Chapter I, Subchapter B) and of the grant agreement. |  |   |                           |
| TYPED NAME<br><u>N.H. Dyer, M.D., M.P.H.</u>  |  | TITLE<br><u>State Director of Health</u>  |                           |
| SIGNATURE OF AUTHORIZED REPRESENTATIVE<br>   |  | TELEPHONE NUMBER  |                           |
|   |  | AREA CODE<br><u>304</u>   | NUMBER<br><u>348-2971</u> |
|   |  | EXT.<br><u>--</u>   |                           |
| FOR FEDERAL USE ONLY  |  |   |                           |
| EPA Application Identification Number _____ Date received in EPA _____  |  |   |                           |

**PART II**  
**PROJECT APPROVAL INFORMATION**

**Item 1.**

Does this assistance request State, local, regional, or other priority rating?

NA

\_\_\_\_ Yes \_\_\_\_ No

Name of Governing Body \_\_\_\_\_

Priority Rating \_\_\_\_\_

**Item 2.**

Does this assistance request require State, or local advisory, educational or health clearances?

NA

\_\_\_\_ Yes \_\_\_\_ No

Name of Agency or

Board \_\_\_\_\_

(Attach Documentation)

**Item 3.**

Does this assistance request require clearinghouse review in accordance with OMB Circular A-95?

X

\_\_\_\_ Yes \_\_\_\_ No

(Attach Comments)

State Clearinghouse approval is attached.

**Item 4.**

Does this assistance request require State, local, regional or other planning approval?

NA

\_\_\_\_ Yes \_\_\_\_ No

Name of Approving Agency \_\_\_\_\_

Date \_\_\_\_\_

**Item 5.**

Is the proposed project covered by an approved comprehensive plan?

NA

\_\_\_\_ Yes \_\_\_\_ No

Check one: State ☐

Local ☐

Regional ☐

Location of Plan \_\_\_\_\_

**Item 6.**

Will the assistance requested serve a Federal installation?

NA

\_\_\_\_ Yes \_\_\_\_ No

Name of Federal Installation \_\_\_\_\_

Federal Population benefiting from Project \_\_\_\_\_

**Item 7.**

Will the assistance requested be on Federal land or installation?

NA

\_\_\_\_ Yes \_\_\_\_ No

Name of Federal Installation \_\_\_\_\_

Location of Federal Land \_\_\_\_\_

Percent of Project \_\_\_\_\_

**Item 8.**

Will the assistance requested have an impact or effect on the environment?

NA

\_\_\_\_ Yes \_\_\_\_ No

See instructions for additional information to be provided.

**Item 9.**

Has the project for which assistance is requested caused, since January 1, 1971, or will it cause, the displacement of any individual, family, business, or farm?

NA

\_\_\_\_ Yes \_\_\_\_ No

Number of:

Individuals \_\_\_\_\_

Families \_\_\_\_\_

Businesses \_\_\_\_\_

Farms \_\_\_\_\_

**Item 10.**

Is there other related assistance on this project previous, pending, or anticipated?

NA

\_\_\_\_ Yes \_\_\_\_ No

See instructions for additional information to be provided.

OFFICE OF THE GOVERNOR  
Charleston, West Virginia  
FEDERAL STATE RELATIONS

Arch A. Moore, Jr.  
Governor

March 31, 1976

File: PNRS-H  
#76041003

N. H. Dyer, M.D., M.P.H.  
State Director of Health  
State of West Virginia  
Department of Health  
1800 Washington Street, East  
Charleston, West Virginia 25305

Re: Safe Drinking Water Act - Federal Program  
Grant for F. Y. 1976

Dear Dr. Dyer:

The State Clearinghouse has reviewed your notification of intent to apply for Federal assistance in connection with the above referenced project, and has found the proposal to be consistent with overall State plans and objectives.

This will certify that the requirements of the U. S. Office of Management and Budget Circular No. A-95 have been met, and the State Clearinghouse is in concurrence with this project.

Sincerely,



B. L. COFFINDAFFER  
Director  
Office of Federal-State Relations

BLC:am

cc: Robert V. Barill

PART III—BUDGET INFORMATION

SECTION A—BUDGET SUMMARY

| GRANT PROGRAM,<br>FUNCTION OR ACTIVITY<br>(a) | FEDERAL<br>CATALOG NO.<br>(b) | ESTIMATED UNOBLIGATED FUNDS |                    | NEW OR REVISED BUDGET |                    |              |
|---|-------------------------------|-----------------------------|--------------------|-----------------------|--------------------|--------------|
|   |                               | FEDERAL<br>(c)              | NON-FEDERAL<br>(d) | FEDERAL<br>(e)        | NON-FEDERAL<br>(f) | TOTAL<br>(g) |
| 1. State Public Water<br>System Supervision   | 66.432                        | \$                          | \$                 | \$ 86,300             | \$ 122,925         | \$ 209,225   |
| 2.  |                               |                             |                    |                       |                    |              |
| 3.  |                               |                             |                    |                       |                    |              |
| 4.  |                               |                             |                    |                       |                    |              |
| 5. TOTALS                                     |                               | \$                          | \$                 | \$ 86,300             | \$ 122,925         | \$ 209,225   |

SECTION B—SCHEDULE A BUDGET CATEGORIES

| 6. Object Class Categories | GRANT PROGRAM, FUNCTION OR ACTIVITY |     |     |     | TOTAL<br>(5) |
|----------------------------|-------------------------------------|-----|-----|-----|--------------|
|                            | (1)                                 | (2) | (3) | (4) |              |
| a. Personnel               | \$ 136,522                          | \$  | \$  | \$  | \$ 136,522   |
| b. Fringe Benefits         | 29,703                              |     |     |     | 29,703       |
| c. Travel                  | 2,500                               |     |     |     | 2,500        |
| d. Equipment               | 33,500                              |     |     |     | 33,500       |
| e. Supplies                | 1,000                               |     |     |     | 1,000        |
| f. Contractual             | 6,000                               |     |     |     | 6,000        |
| g. Construction            |                                     |     |     |     |              |
| h. Other                   | 209,225                             |     |     |     | 209,225      |
| i. Total Direct Charges    |                                     |     |     |     |              |
| j. Indirect Charges        | -0-                                 |     |     |     | -0-          |
| k. TOTALS                  | \$ 209,225                          | \$  | \$  | \$  | \$ 209,225   |
| 7. Program Income          | \$                                  | \$  | \$  | \$  | \$           |



## PART IV - APPLICATION FOR FEDERAL ASSISTANCE NARRATIVE STATEMENT

### STATE PUBLIC WATER SYSTEM SUPERVISION PROGRAM GRANTS

#### PROGRAM SUBMISSION:

Major program information should be presented in brief summary form and in a manner consistent with EPA's annual guidance. The submission format is intended to be flexible to allow the applicant to provide adequate supporting materials including data formats which may be required to describe the planned or existing program.

#### SECTION I - INFORMATION REQUIRED FOR INITIAL GRANT REQUEST.

- A. Attach a letter from the chief executive of the State as required by 40 CFR 35.611(c).
- B. List existing deficiencies of legal authority, regulations and program activities which must be corrected in order to obtain primary enforcement responsibility and establish a public water system supervision program. Briefly describe problems relevant to correction of these deficiencies.

#### SECTION II - INFORMATION REQUIRED FOR THE INITIAL GRANT REQUEST AND SUBSEQUENT GRANT REQUESTS.

- A. Provide a brief (*no more than one page*) description of plans to develop a public water system supervision program over the next 5 year period. Include an estimate of activities and resources that will be required to implement such a program.
- B. Planned major program elements and accomplishments for the grant period.
  - 1. Show the amount of Federal, State and other funding and man-years which the State plans to expend during the budget period. Use a format similar to Format 1.
  - 2. In narrative form discuss the work to be done and the accomplishments to be achieved in each of the program elements of Format 1.

#### SECTION III - INFORMATION REQUIRED FOR GRANT REQUESTS SUBSEQUENT TO THE INITIAL GRANT.

##### A. PROGRAM ELEMENTS.

For each program element listed in Format 1 of the previous FY grant application, furnish information as in Format 2 showing the actual funding expended and the actual manpower utilized.

##### B. ACTUAL ACCOMPLISHMENTS

In narrative form discuss the actual work completed and the accomplishments of each program element listed in Format 1 of the previous grant application.

##### C. EVALUATION

Discuss in narrative form any difference which may have occurred between the planned levels and the actual levels.

STATE OF WEST VIRGINIA  
OFFICE OF THE GOVERNOR  
CHARLESTON 25305

March 15, 1976

ARCH A. MOORE, JR.  
GOVERNOR

Mr. Russell E. Train  
Administrator  
United States Environmental  
Protection Agency  
Waterside Mall  
401 Main Street, S. W.  
Washington, D. C. 20460

Dear Mr. Train:

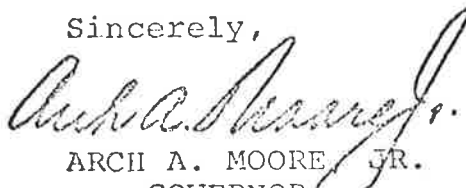
Thank you for your recent letter advising me on implementation of The Safe Drinking Water Act, P. L. 93-523. In response to your letter, I am pleased to inform you that the State of West Virginia intends to seek primacy in accordance with the above Act and its accompanying regulations. To initiate our state's participation, I have directed the State Department of Health to prepare and submit a formal application for our state's initial program grant.

The Division of Sanitary Engineering within the State Health Department is presently responsible for public water supply supervision. This agency is designated to continue this role.

We intend to assume primary enforcement responsibility (primacy) within one year of the initial federal grant award. Our efforts will be directed toward assuming the responsibilities as outlined in the regulations regarding program supervision and drinking water standards implementation.

We look forward to working with your agency in providing the citizens of this state with the best possible drinking water.

Sincerely,

  
ARCH A. MOORE, JR.  
GOVERNOR

AAMJr:vb

cc: Doctor N. H. Dyer ✓  
State Department of Health

Mr. Daniel J. Snyder III  
Environmental Protection Agency

STATE OF WEST VIRGINIA  
PART IV, NARRATIVE STATEMENT  
SECTION I, SUBSECTION B

B. Deficiencies and Their Correction

1. Legal Authority

a. The state code must be revised to redefine a public water supply in accordance with the Safe Drinking Water Act.

b. The present limitation of exempting systems serving less than two hundred customers from maximum physical-chemical contaminant levels will have to be removed so that all public water supplies will be covered.

c. The State Health Department must be given authority to assess more rigorous civil and criminal penalties than it now possesses. The power to enjoin any threatened or continuing violations of state primary drinking water regulations must also be provided the Health Department.

The main problem associated with achieving the above statutory authority will be the acquisition of a qualified legal consultant to draft the proposed state code revisions on behalf of the State Health Department. The Department does not have its own attorney, but must rely on the State Attorney General's office for consultation and enforcement guidance. The details to correct the present deficiencies are provided under Section II, Subsection B of this narrative.

2. Regulations - concurrent with the statutory revisions, amended program regulations must be drafted and made effective. The major areas of state regulation revision will be as follows:

- a. Definition of public water supplies including community and non-community supplies.
- b. The permissible maximum levels for inorganics, organics, physical characteristics and microbiological contaminants.
- c. Frequency of monitoring and reporting for maximum contaminant levels.
- d. Frequency of facility inspections and reporting requirements for public water supplies.
- e. Certification of laboratories by the state and approved analytical techniques.
- f. Procedural, reporting and notification requirements relating to variances, exemptions and violations.
- g. Penalties for violations of the state regulations.
- h. Requirements for retention of records.

The main problem associated with the preparation and enactment of revised state regulations is the lack of staff manpower. The acquisition of an additional engineer for this purpose is proposed within Section II, Subsection B of this narrative.

3. Program Activities - The present water supply program has four full time engineers in the Charleston office and four full time chemists in the Environmental Health Services Laboratory. Support sections within the State Health Department, but outside the water supply program, are provided by the State Hygienic Laboratory. Four clerical personnel also provide supportive services.

With our present staff, and the 650 public water supplies under our jurisdiction, we find the following items to be the greatest weaknesses in our present program:

- a. An organizational plan for a reasonable, phased program of upgrading must be prepared. The staffing of the regional offices and the components of the total program have already been outlined under Section II of this

narrative. We know, in general, what the impact of our additional responsibilities will be and what program activities will be necessary to carry them out. Our first priority will be establishing an inventory program to determine exactly what systems we will be dealing with in terms of complexity and deficiencies.

b. Limited contact and consultation with public water supply officials and inspection of their facilities. We find that we are too often unaware of problems that exist in the field. These problems range from customer complaints of water quality to improper monitoring and record keeping by the utility.

Our phased program to provide regional engineers within various areas of the state will relieve the majority of our deficiencies. These engineers will be solely responsible for establishing an inventory, surveillance, and assistance program for every public water supply within their respective regional boundaries. Many problems can be solved at the regional level. A vital link between ourselves and the individual supplies will be provided by the regional engineers.

PUBLIC WATER SUPPLY PROGRAM  
ACTIVITIES

INTRODUCTION

The present State Water Supply Program has jurisdiction over approximately 650 public water systems. This includes publicly as well as privately owned systems, which serve municipalities, public service districts, state parks, state institutions, state schools, subdivisions, recreational parks or subdivisions, and industries.

The water program staff provides a varied program of regulatory functions which are briefly set forth below:

1. Consultation

The staff provides consulting services to municipalities, other public entities, engineers, developers and planners regarding new water systems or expansion, improvement, or upgrading of public water systems. In addition, advice is given to individual home owners regarding quality determination, treatment or construction on home water facilities.

2. Plan Review and Permits

The staff reviews preliminary reports, construction plans and specifications, for new water systems, improvements or system extensions. Plans are reviewed for conformity with regulations, and for adequacy to provide the intended needs. Construction permits are issued for plans found to be in conformity with requirements, regulations and best engineering principals. Site visits are made, and construction inspections are conducted.

3. Technical Assistance

Assistance is provided to all systems concerning problems of water quality, treatment, and distribution facilities. This includes laboratory services and on site engineering services. The staff provides routine inspections of systems, and provides reports and recommendations for improvements, and/or operations.

4. Training

The training and certification of water plant operators is an important and vital part of our program. Two 5-day training schools are conducted each year to upgrade existing operators, or train prospective ones. Normally 60-70 persons receive instruction, and a total of about 100 operators are certified each year. Study material, questions, and manuals are provided to students and applicants.

## 5. Bacteriological Monitoring

The State Hygienic Laboratory is a support facility to the Water Program. This facility provides for examining of routine water system samples, and certifies and regularly inspects all laboratories that conduct bacteriological testing within the state. There are 26 certified laboratories in the state. Approximately 50,000 samples are examined each year. The program maintains records of all sampling and prepares and issues quarterly reports to each system with results as to water quality. This laboratory furnishes, prepares, and distributes sample containers to all systems for routine submissions.

## 6. Chemical Quality

The Environmental Health Services Laboratory provides all chemical analysis work for all water systems. The laboratory is equipped to render a wide range of chemical analyses, and is staffed with well qualified chemists. These complete chemical analyses are done on both raw and finished water. Records are maintained and information furnished to the systems. In addition, water is analyzed for individual home owners, and physicians on a request basis. It should be noted that no charges are made to the utility or individuals for bacteriological or chemical analyses.

## 7. Bottled Water

The program has jurisdiction over the application and permits for the sale of bottled water within the state. This includes quality monitoring.

## 8. Fluoridation Program

The program provides technical assistance in the fluoridation of public water supplies. This includes advice on installations, inspections and monitoring for approved installations. Records are maintained on sampling, and notification to systems. Approximately 1,100,000 persons in the state are provided artificially fluoridated water, or about 75% of those on public supplies. The state ranks about 12th in the country in this regard.

## 9. Interstate Carrier Program

The staff provides surveillance on systems furnishing water to interstate carriers. This requires annual sanitary surveys, reports, recommendations, and federal notification.

## 10. Swimming Pools

The staff consults with and provides engineering advice for all public swimming pools proposed for construction. Plans for construction are reviewed, and permits issued.

Pools are inspected, reports prepared and recommendations made regarding facilities or operations. Training is provided to pool operators in the form of schools or seminars. A recent inspection, and report was conducted on all State Park pools. Both bacteriological and chemical surveillance are provided to pools. Updated regulations for swimming pools and bathing beaches have been prepared, approved and were effective July 1, 1975.

#### 11. Cross Connections

A cross connection program has been implemented and regulations are in preparation. This program has been neglected over past years due to inadequate staffing, however, a full time engineer has now been assigned to this vital program.

#### 12. Regulations

The preparation and upgrading of regulations and design standards is a continuous staff responsibility. This phase of work is necessary to provide upgraded information and guidance in the program administration.

#### 13. Water Source Protection

Although stream quality is not the responsibility of this program, continuous vigilance is necessary to protect water supply sources. Degrading of source waters from construction, mining, timbering, drilling, industry, waste disposal facilities, and from chemical spills are common place. All our resources are expended to restrict known or proposed contamination.

#### 14. Emergency Services

Members of the staff are practically on a stand-by alert to assist systems which may have difficulties or emergencies due to breakdown of equipment, main breaks in systems, source contamination, chemical spills, or any other emergency. Generally on site assistance is provided. The laboratories furnish vital assistance in such cases.



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STATE OF WEST VIRGINIA

PART IV, NARRATIVE STATEMENT

SECTION II, SUBSECTION A

Our estimated public water supply supervision program will be expanded in accordance with the attached "Exhibit". This exhibit shows our estimated staffing and budgetary requirements if West Virginia assumes the complete supervision program. Our program build up should be completed by fiscal year 1980.

The key to our efforts will be the acquisition of professionally trained people to occupy our regional offices. These people will be a vital link in the program, since they will be in direct contact with the public water supplies and the customers they serve.

Another key element in the program build up is assurance of federal funding for the state. Continued funding is anticipated and essential for a meaningful state program.

We presently have ten (10) professional positions within the water supply program of which seven (7) are filled. We initially intend to fill the three vacant positions at the Central office. This will allow the present staff to concentrate their efforts on the program's total reorganization.

As can be seen from the exhibit, our next priority will be the employment of regional engineers. These engineers will work strictly with public water supplies and the central office in developing the total program. At present, there are five regional offices, each staffed with an engineer; however, less than 1.0 man year of services are being

provided our program by all five of these engineers. From a practical standpoint, a workable regional program is non-existent at present.

The next area of upgrading will be the State Hygienic Laboratory's facilities and staff. An immediate impact on the laboratory will not be felt until all public water supplies are inventoried and properly scheduled for bacteriological analyses of their supplies.

EXHIBIT

PRELIMINARY ESTIMATES - STAFFING  
AND BUDGETARY PROGRAM  
IMPLEMENTATION OF SAFE DRINKING WATER ACT

STAFFING:

| UNIT  | FISCAL YEAR PROFESSIONAL STAFF |      |      |      |      |
|---|--------------------------------|------|------|------|------|
|   | 1976                           | 1977 | 1978 | 1979 | 1980 |
| <u>Regional Offices (5)</u><br>Engineers                                    | 1                              | 3    | 6    | 9    | 10   |
| <u>State Office</u><br>Engineers  | 4                              | 6    | 8    | 8    | 9    |
| <u>State Regional and Hygienic</u><br><u>Laboratories-Microbiologists</u>   | 5                              | 5    | 7    | 7    | 7    |
| <u>State Environmental Health</u><br><u>Services Laboratory</u><br>Chemists | 4                              | 4    | 6    | 7    | 7    |
| TOTAL PROFESSIONAL STAFF  | 14                             | 18   | 27   | 31   | 33   |

To complement the professional staff, a total of fourteen clerical employees will be required by fiscal year 1979.

OPERATING BUDGET:

| UNIT  | FISCAL YEAR OPERATING BUDGET |         |         |         |           |
|---|------------------------------|---------|---------|---------|-----------|
|   | 1976                         | 1977    | 1978    | 1979    | 1980      |
| Regional Offices                                  | 45,000                       | 126,100 | 226,710 | 323,980 | 382,780   |
| State Office                                      | 187,100                      | 239,180 | 293,430 | 322,770 | 399,050   |
| State Regional and Hygienic<br>Laboratories       | 88,200                       | 111,020 | 142,200 | 165,200 | 181,700   |
| State Environmental Health<br>Services Laboratory | 93,800                       | 80,980  | 117,800 | 157,580 | 173,400   |
| TOTAL OPERATING BUDGET                            | 414,100                      | 557,280 | 780,140 | 969,530 | 1,136,930 |

| FORMAT 1                                  |               |             |             |           |
|---|---------------|-------------|-------------|-----------|
| PROGRAM ELEMENTS                          | PLANNED       |             |             |           |
|   | FEDERAL FUNDS | STATE FUNDS | OTHER FUNDS | MAN-YEARS |
| A. ADMINISTRATION AND PROGRAM DEVELOPMENT | 19,000        | 17,035      |             | 1.25      |
| B. SURVEILLANCE AND TECHNICAL ASSISTANCE  | 20,760        | 26,478      |             | 1.70      |
| C. PLAN REVIEW                            | 12,940        | 12,217      |             | 0.90      |
| D. LABORATORY CERTIFICATION               |               | 3,000       |             | 0.25      |
| E. LABORATORY CAPABILITY                  | 32,000        | 45,500      |             | 3.25      |
| F. TRAINING & CERTIFICATION               | 1,600         | 9,549       |             | 0.48      |
| G. ENFORCEMENT                            |               | 3,412       |             | 0.12      |
| H. DATA MANAGEMENT                        |               | 5,734       |             | 0.40      |
| I. DISEASE SURVEILLANCE AND INVESTIGATION |               |             |             |           |
| J. PUBLIC PARTICIPATION                   |               |             |             |           |
| K. OTHER                                  |               |             |             |           |
| TOTAL                                     | 86,300        | 122,925     |             | 8.35      |

STATE OF WEST VIRGINIA

PART IV, NARRATIVE STATEMENT

SECTION II, SUBSECTION B, PART 2

The proposed program elements and accomplishments for the grant period are as follows:

A. Administration and Program Development - A major portion of the grant will be used for program development. The thrust of this development will be in the areas of:

1. State statute review and drafting of adequate legislation which will be presented to the governor and legislature for consideration and enactment during the 1977 legislative session. The actual statute evaluation and drafting will be done by an attorney outside the State Health Department on a contractual basis. The attorney so employed will work closely with the Health Department, the State Attorney General's office, USEPA's counsel and the lawmakers of the state in preparing legislation for enactment. The statutory revisions will accommodate the provisions of the Safe Drinking Water Act.

2. The central state office staff in Charleston will employ two additional engineers. One engineer will be trained to assume the responsibilities of reviewing and approving project plans for the smaller public water supplies submitted to our office. He will also be responsible for resolving many of the customer complaints now being handled by the present staff. His duties will reduce the workload of the four senior staff members, so they can devote more of their time to program development and organizational restructuring.

The second engineer will require extensive training during the first two months of the grant period. He will have to familiarize himself with

the existing statutes, program procedures and regulations, so that he may draft regulatory revisions which will be necessary to fulfill the mandates of the Safe Drinking Water Act. At the completion of his training, he will begin preparing a draft of the revised state regulations. We anticipate that such a draft will be one-third completed at the end of the grant period.

B. Surveillance and Technical Assistance - Two regional engineers will be employed and placed in regional offices. One engineer will be located in the southern portion of the state, while the other will be placed to serve northern counties. These engineers will be responsible for establishing programs to evaluate, inventory and survey community public water supplies within their respective regions. We project that basic organization of the two regional programs and approximately 50 inventories and sanitary surveys will be completed at the end of the grant period.

The Health Department presently has five regional offices, however; no region is staffed with an engineer whose duties are devoted entirely to public water supply.

C. Plan Review - Our capabilities will be increased as a result of adding a staff engineer to the central office as outlined under program element "A" above. Approximately 100 project proposals, plans and specifications will be reviewed during the grant period.

D. Laboratory Certification - No grant monies will be devoted to laboratory certification. The State Hygienic Laboratory will continue its certification of bacteriological laboratories under the existing program. State funds will be used for this purpose.

E. Laboratory Capability - This will be our second major area of activity. The State Environmental Health Services Laboratory is responsible for providing all official chemical-physical analyses for public water supplies. The present

laboratory work area is extremely limited. This situation will be aggravated as the sample workload increases and additional analytical equipment is installed.

A complete gas chromatograph unit with printed readout will be purchased to perform the required pesticide analyses. A new spectrophotometer and an integrator with printed readout for the existing atomic-absorption spectrophotometer will be obtained.

To accommodate the increased work space requirements, interior building alterations will be made and laboratory bench facilities purchased and installed.

The State Hygienic Laboratory will continue its role of bacteriologically analyzing and reporting results of water samples for public supplies that do not have access to other certified laboratory service.

#### F. Training and Certification

1. To further our own staffs' technical training and expertise, we will send three program members to the 96th annual American Water Works Association Conference which will be held in New Orleans during June, 1976. An opportunity to discuss the latest technical innovations and to attend technical lectures and product exhibits will be most beneficial.

2. Members of our staff will attend additional technology transfer programs as they become available or necessary to instruct personnel in the use of new analytical equipment.

3. We will conduct a one week training course for water treatment plant operators during the week of April 26, 1976. After the course, the operators will be given a written examination to become certified. We anticipate 25 operators in attendance of which 15 should become certified to operate public water supply treatment plants.

G. Enforcement - We anticipate no increase in capabilities with the grant monies.



H. Data Management - We anticipate no increase in capabilities with the grant monies.

I. Disease Surveillance and Investigation - We anticipate no increase in capabilities with the grant monies.

J. Public Participation - We anticipate no increase in capabilities with the grant monies.